


RISK MANAGEMENT: <http://www.nd.gov/risk/online-training.html>

- 1) At the page titled “**Online Training Management System**”, use your NDGOV account Login and Password.
- 2) At the “**My Courses**” page, select “**Additional Classes**” (bottom of page).

Your screen will look like this:

Search Available Courses


Course Details

| | |
|---------------------|--|
| Type: | <input type="text" value="All"/> |
| Name: | <input type="text"/> |
| Description: | <input type="text"/> |
| Date Last Modified: | <input type="text"/>  (mm/dd/yyyy) |

In the “**Name:**” field, enter ***Managing Contractual Risk*** and click the **Search** button.

Search Available Courses

Course Details

| | |
|---------------------|---|
| Type: | <input type="text" value="All"/> |
| Name: | <input type="text" value="Managing Contractual Risk"/> |
| Description: | <input type="text"/> |
| Date Last Modified: | <input type="text"/>  (mm/dd/yyyy) |

Next, click **"Take Course"**

Search Results

Result Page: 1 [Entities 1 - 1 of 1]

| Course Name | Course Type | Date Created | Date Last Modified | Action |
|---|--|------------------------------|------------------------------------|-----------------------------|
| Managing Contractual Risk | Discount Program Requirements (Training) | 05/22/2008 | 06/03/2008 | Take Course |

Click **"Confirm."**

Confirm Course Completion

| | |
|---------------------|---|
| Type: | Discount Program Requirements (Training) |
| Name: | Managing Contractual Risk |
| Description: | This presentation provides instruction on the fundamentals of managing contractual risk. Learn how to do a risk assessment to select the appropriate indemnification and insurance provisions to include in state contracts. Viewing this video meets the training requirement for Procurement Officers with Level 2 and Level 3 Certification. Be sure to click on the course confirmation button to document that you have viewed the video. (35 minutes) |
| Date Created: | 05/22/2008 |
| Date Last Modified: | 06/03/2008 |

If the course did not appear, please click the course **Name (link)** above.

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***I certify that I have completed this course.**

Confirm

*Required